

CCO 1741.1
17/3
11 Jul 00

COMBAT CENTER ORDER 1741.1

From: Commanding General
To: Distribution List

Subj: FUNDRAISING

Ref: (a) CCO 5760.1
(b) CCO 1710.39
(c) CCO 1740.1D
(d) 5 C.F.R. Part 950
(e) DoD 5500.7-R dtd 30 Aug 93

Encl: (1) Request to Raise Funds

1. Purpose. To provide rules for raising funds for non-federal entities. This directive is for the internal management of the Combat Center and does not create any right or benefit, substantive or procedural, enforceable by any party against the United States, its agencies or instrumentalities, its officers or employees, or any person. This Order creates no benefits or entitlements or rights. Violations of this Order may be punished per Article 92, UCMJ or per 18 U.S.C. §1382 or by administrative action.

2. Background. No person may raise funds on a military installation as a matter of right. The Combat Center is a lucrative market for persons seeking to raise funds for non-federal entities. Private organizations are, when authorized to operate on an installation, expected to be financially self supporting. Certain fundraising activities may be beneficial for the Combat Center community and offer useful goods and services. Appropriate requests from private organizations authorized to operate onboard the Combat Center per reference (a) may be approved. Requests from organizations outside the Combat Center will be disapproved.

3. Information

a. Applicability. This Order applies to all persons at the Combat Center. This Order does not apply to Birthday Ball fundraising which is governed by reference (b). This Order does not apply to commercial solicitation which is governed by reference (c). This Order does not apply to the Combined Federal Campaign which is governed by reference (d). This Order does not apply to the Navy Marine Corps Relief Society which is governed on an annual basis by a SECNAVNOTE.

b. Responsibilities. All responsible agencies will exercise their best professional judgment to promote the health, morale, welfare, good order, and discipline of the Combat Center. The Staff Judge Advocate (SJA) will grant or deny requests to raise funds onboard the Combat Center. The Naval Hospital Preventive Medicine Department will recommend approval or denial of requests for the sale of food. Marine Corps Community Services (MCCS) will recommend approval or denial of all fundraising requests. For any event that may reasonably be expected to draw

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more than five people or cars at any one time over and above the persons who would ordinarily be present at that location, the Provost Marshal (PMO) will recommend approval or denial. Car washes or any activity that may result in release or discharge into the environment or would implicate environmental concern must have Natural Resources and Environmental Affairs (NREA) approval or denial.

c. Procedures. Any person or group seeking to raise funds will complete and submit enclosure (1) to SJA. Any person raising funds must first seek and obtain approval from SJA and MCCS. Any person raising funds through food sales must also first seek and obtain approval from Preventive Medicine. Any person raising funds through car washes or any activities that may result in release or discharge into the environment or would implicate environmental concerns must have Natural Resources and Environmental Affairs (NREA) approval or denial. Any person raising funds through any event that may reasonably be expected to draw more than five people or cars at any one time over and above the persons who would ordinarily be present at that location must also first seek and obtain approval from PMO.

d. Permissible Acts. The following acts are typical of those which will be permissible once approved by the necessary offices:

(1) Door to door sales of cookies and candy are a popular means of raising funds among local youth activity organizations and private organizations such as scouts, school clubs and church groups. Such solicitation activities are authorized, providing the following conditions are satisfied:

(a) That the organization sponsoring the sale is nonprofit in nature, service oriented, and legitimate.

(b) That the salespersons are active duty military personnel or civilian personnel assigned to or employed by the Combat Center or their families residing in Combat Center family housing.

(c) That the product sold is less than \$10.00 per unit of sale.

(d) That all solicitation of this nature is limited to family housing areas.

(e) All salespersons must be 19 years old or younger.

(2) Bake sales, bazaars, and other similar fundraising events.

(3) Posting sign-up sheets for fundraising in common areas such as coffee messes is permissible so long as the officer in charge of that location concurs.

(4) Sales in areas open to the public (MCX, Commissary, etc.) are permissible so long as the officer in charge of that location concurs.

(5) Per § 3-208 of reference (e), the Public Affairs Officer may use official channels to notify the Combat Center community of fundraising events if they are, in his/her judgment, newsworthy and of common interest.

e. Prohibited Acts. The following acts are prohibited:

(1) Persons raising funds shall not address or attend meetings, classes, or mass formations, or any other assembly of military personnel. It is immaterial that such assembly is for some other purpose or that the person's appearance is incidental.

(2) Persons raising funds shall not enter any storeroom, squad bay, barracks, dining facility, recreation room, or sleeping quarters.

(3) Persons raising funds shall not canvass or solicit or advertise by means other than Internet web sites, word of mouth, telephone, the U.S. Postal Service, or advertising in local newspapers. Specifically, prohibited canvassing includes door to door or sidewalk soliciting and distributing or posting fliers on automobiles, mailboxes, telephone poles, street signs, in public areas, and at living quarters.

(4) Raising funds without an ID card in one's possession is prohibited. The ID card shall be presented upon request of a patron, military police personnel, or any duty personnel in the performance of their duties. (Children under 10 usually have no military ID, so this prohibition is not applicable to them.)

(5) The offering of unfair, improper, or deceptive inducements to purchase or trade is prohibited.

(6) Any oral or written representation which suggests or implies that the U.S., the Department of Defense, the U.S. Marine Corps, or the Combat Center, sponsors or endorses an entity, its agents, or the goods, services, and commodities which it sells, is prohibited.

(7) The use of any facility on the Combat Center, including family housing units, as a showroom or store, for sale of goods or services, is prohibited. This restriction does not preclude the home party (such as a Tupperware party) type demonstration and ordering session.

(8) Persons raising funds are prohibited from securing, or attempting to secure, roster-type listing of Combat Center Personnel for the purpose of fundraising.

(9) No person may supply or provide a solicitor with roster listing of Combat Center personnel. Any request for such roster listings should immediately be forwarded to the Freedom of Information Act Coordinator, Center Adjutant.

(10) Gambling (including raffles) is prohibited.

(11) Advertising by E-mail sent to or from government computers is prohibited.

4. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.

//signed//
C. L. STANLEY

DISTRIBUTION: A-1

Request to Raise Funds

Date

From: Group _____
To: Staff Judge Advocate
Via: (1) Director, Marine Corps Community Services
(2) Commanding Officer, Naval Hospital, (Attn: Preventive
Medicine)
(3) Provost Marshal
(4) Director, Installations and Logistics, (Attn: Head, NREA)

Subj: FUNDRAISING

1. (Group) _____ requests to raise funds for (object of fundraiser,
e.g. scholarship fund) _____ by (description of fundraiser,
e.g. washing cars) _____ at (location) _____ on
(date) _____ at (time) _____.

(group's authorized representative)

FIRST ENDORSEMENT

1. MCCS does (not) object (because _____).

(MCCS authorized representative)

SECOND ENDORSEMENT

1. Commanding Officer, Naval Hospital, Preventive Medicine does (not) object
(because _____).

(Preventive Medicine authorized
representative)

THIRD ENDORSEMENT

1. Provost Marshal does (not) object (because _____).

(PMO authorized representative)

FOURTH ENDORSEMENT

1. Head, NREA does (not) object (because _____).

Head, NREA authorized representative

NOTE: FOR CORRECT FORMAT ON ENDORSEMENTS USE SECNAVINST 5216.5D

ENCLOSURE (1)